

**St James Church, Clanfield**  
**Minutes of the Annual Vestry Meeting and the Annual Parochial Church Meeting**  
**held on Wednesday 21<sup>st</sup> May 2025 at 19:30**

**ANNUAL MEETING OF THE PARISHIONERS (VESTRY MEETING)**

The vestry meeting is open to everyone resident in the parish and those on the electoral roll.

Rev'd Richard Hutchins [RH] welcomed everyone to the meeting and a short service followed.

**1. Election of Churchwardens to serve from May 2024.**

One nomination for churchwarden was received from Diana Hutchins [DH]. DH was proposed by Marjorie MacGillivray [MMG] and seconded by Robert Vann [RV]. There were no objections to the nomination and DH was duly elected as churchwarden for the forthcoming year by a unanimous vote. RH requested everyone to support her as the sole churchwarden. Alan Gothard was thanked for his five years of service as churchwarden. His role will end in July.

2. The minutes of the Annual Vestry Meeting and the Annual Parochial Church meeting held on 15<sup>th</sup> May 2024 were accepted with one date amendment and signed by RH.

The Vestry Meeting concluded at 19:36.

**ANNUAL PAROCHIAL MEETING**

(Open to all on the Church Electoral Roll)

**Apologies:** - Trisha Biggs [TB], Gill Fuller, Joseph & Mary Gallagher, Alan Gothard [ALG], Paul Gothard, Lorraine Maltby, Di Reynolds [DR], Sally Scott-Angell, Alan & Heather Smith.

**Present:** -

Revd Richard Hutchins [RH]	Diana Hutchins [DH]	Hilary Batchelor [HBa]
Heidi Burgess [HBu]	Karen Cann [KC]	Liz Carter [LC]
Diane Clack [DC]	Rev'd Anne Gothard [AG]	Sue Heighton [SH]
Roger Hudson [RHu]	Marjorie MacGillivray [MMG]	Andy Martin [AM]
Jennifer Simpson [JS]	Linda Stephens [LS]	Shirley Vann [SV]
Robert Vann [RV]		

Please note that all reports referenced in the minutes were previously publicised online in the Annual Report and Year Book for 2024, so everyone has had an opportunity to read the detail.

**For election of parochial representatives of the laity as follows: -**

RH thanked HBU for her service as a PCC member over the last three years. She will be eligible to stand again in a year.

Election of new PCC members.

DH proposed by HBU and seconded by LS

SH proposed by HBa and seconded by MMG

They were elected with a unanimous vote and welcomed. There is still one vacancy.

For the appointment of the Independent Examiner

Portsmouth University provides a good, free service. LS proposed that we continue to use this service. This was seconded by KC and the meeting voted to accept this proposal with two abstentions.

For the consideration of:

**(a) A report on changes to the Electoral Roll since the last APCM**

MMG reported that the Electoral Roll had been renewed and the revised Electoral Roll for 2025 now has 34 members resident and 7 non-resident, making a total of 41, the same number as last year.

**(b) An Annual Report on the proceedings of the PCC and the activities of the parish generally**

The report had already been posted online.

**(c) The financial statements of the council for the year ending on 31<sup>st</sup> December 2024.**

The financial statements had already been posted online and there were no questions.

LS reported that our financial position is similar to last year.

RH thanked her for once again carrying out the role in a diligent way.

**(d) The annual report on the fabric, goods and ornaments of the church**

There is a separate Fabric sub-committee which reports back to the PCC. DH reported that the Acting Archdeacon's visit for his Fabric Inspection in September found everything was in order.

LS reported that the church hall's income does not cover the heating costs and she has been investigating charges of other venues and they are comparable. We need to advertise more.

ALG Safeguarding – “The PCC has complied with its duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have due regard to the House of Bishops' Safeguarding Policy and Guidance on safeguarding children and vulnerable adults.” LS reported that All Saints would have a different Safeguarding officer.

**(e) A report on the proceedings of the Deanery Synod**

AM and MMG are the Deanery Synod representatives for St James until the next elections in 2026. They were thanked for their work. Meetings were held in March, June and November. The vision of the Diocese is “A rejuvenating community of Jesus centred, Kingdom seeking disciples.”

**Other matters of Parochial or General Church Interest**

**Vicar's Report**

In June RH's collation and installation as Vicar of the united benefice was held and the Bishop presided. RH thanked everyone who gives of their time and talents in any way including Anna Meacher, Parish Administrator; AG and the ministry team; readers, flower arrangers, greeters; everyone who commits financially especially to the Parish Giving Scheme; so many things which help to make life easier.

Rev'd Amanda Sim left for Petersfield to complete her Title Curacy and she has a forthcoming licensing to Blackmoor and Whitehill. Revd Angela Johnson moved to pastures new. Deb Vears, organist, left to pursue her wish to be ordained. We welcomed Revd Jan Fuller on her placement from St Lukes, Southsea. Her placement is until June with a return in September. Her gift is in pastoral ministry and bereavement care.

**Outreach**

Ministry of hospitality - the weekly teas held in June, July and August were a complete success again thanks to DR and her team. They developed into the monthly winter teas which enabled

**St James Church, Clanfield**  
**Minutes of the Annual Vestry Meeting and the Annual Parochial Church Meeting**  
**held on Wednesday 21<sup>st</sup> May 2025 at 19:30**

them to raise funds for a wider range of causes including St James. Christmas Fair – HBU was thanked for taking the lead on this again.

Connecting to the Community – an Alpha and a Youth Alpha course; Flourish Project at Easter; Encounter; Illumin8; Small Group meetings; prayer breakfasts; two half nights of prayer; stall at two events at Clanfield Community Centre.

A summer Flourish project was suggested for the summer but Nick Taylor is only contracted to term time. A comment was made that dark nights may be off putting for some so the next half night of prayer is to be on the longest day – June 21<sup>st</sup> from 19:00 to 22:00. People may stay for the three hours or just in half hour slots. Churches Together prayer breakfasts start at 08:30 on the fourth Saturday of the month. The Good Friday walk of 2024 had 50-60 people taking part.

Mothers' Union continues to thrive. Open the Book goes to Petersgate Infant School fortnightly on Thursdays at 13:15 and more volunteers are needed. There will be a BBQ at the vicarage in June to recruit youth from Year 6 to Year 11 for Illumin8.

Small Groups RH encouraged people to join one of the groups which meet regularly to explore the Bible further. There are three groups which meet on Monday evening and Thursday afternoon and evening.

Toddle-on TB was thanked for her leadership of this over the past 14 years. TB has decided it is time for her to retire and with no one stepping forward to take over the running of the group it has been suspended with the hope it will start again in the future.

Who Let the Dads Out has 4 – 5 dads each month. Contacts through the Food Bank may reach new members. The Farmers' Inn has asked the church to attend their Father's Day event. The group will benefit from the equipment donated from Toddle-on.

The meeting closed with the sharing of the Grace at 20:18.

A short PCC meeting followed. There are separate minutes for this.

Signed: - \_\_\_\_\_

Date: - \_\_\_\_\_

Name: - \_\_\_\_\_

Position: - \_\_\_\_\_